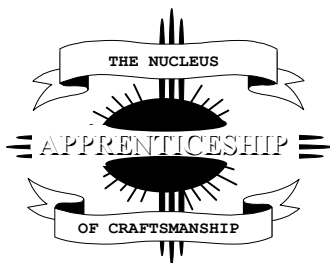




STANDARDS OF APPRENTICESHIP
adopted by

**SOUTHWEST WASHINGTON ASBESTOS WORKERS,
HEAT AND FROST INSULATORS APPRENTICESHIP COMMITTEE**

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
ASBESTOS WORKER		869.664-014	8000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

JULY 16, 1987

Initial Approval

By: LAFRANK NEWELL
Chairman of Council

OCTOBER 19, 2001

Addendum Amended

By: PATRICK WOODS
Secretary of Council

OCTOBER 19, 2001

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE INDIVIDUAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS.

The following Standards have been developed by the Western Insulation Contractors Association and the Asbestos Workers Local No. 36 and assisted by the Apprenticeship Section, Washington State Department of Labor and Industries.

1. **GEOGRAPHICAL AREA COVERED:**

The area to be covered by these Standards shall be the counties of Clark, Cowlitz, Klickitat, Skamania, Wahkiakum in the State of Washington. Rand and McNally's map shall be considered the official map of the trade.

2. **MINIMUM QUALIFICATIONS:**

Age:	Minimum of 18.
Education:	High School graduate or equivalent of high school grades. Applicant must furnish a transcript.
Physical:	a. Demonstrate that they are physically fit and provide a doctor's statement that the applicant has no existing respiratory problems. b. Must be capable of lifting 50 pounds from the floor and carry 50 feet.
Testing:	Each applicant will be required to submit to a test given by the Apprenticeship Committee. The test will consist of basic trade related math, the ability to read and follow directions and physical and manual skills. A passing grade will be 70% or more of available points. If the applicant does not achieve a passing grade no further processing will be done.
Other:	None

3. **CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:**

A. **Selection Procedures:**

1. Information of apprenticeship openings shall be posted in the SW Washington Asbestos Workers Apprenticeship Committee office at 11105 NE Sandy Boulevard, Portland OR 97220.
2. At least 30 days prior to time of acceptance of applications a notice shall be given to the proper agencies, in accordance with the Washington State Apprenticeship and Training Council Affirmative Action Plan, that acceptance of applications will begin.
3. Applications, when available, shall be provided by the SW Washington Asbestos Workers Apprenticeship Committee and may be obtained in the

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Apprenticeship Committee Office during hours that will be posted. Applicants will be required to sign for applications, which will be numbered to correspond with their names. No person shall sign for or obtain an application for another person. Completed applications must be returned to the Apprenticeship Committee Office within fourteen (14) calendar days of original receipt.

4. Prior to filing of an application, proof of qualifications as listed in the Addendum, Section 2, "Qualifications of Apprentices", must be furnished by applicant.
5. When #4 above has been satisfactorily met, the applicant will be notified when and where to report for further processing and interviewing by the Apprenticeship Committee.
6. Selection of qualified applicants shall be in descending order of ranking.
7. At its option, the Apprenticeship Committee may make an annual purge of the active waiting list of applicants to determine those who have a continuing interest in being considered for the apprenticeship program. Applicants will be notified by first class mail and will be given thirty (30) days to respond. The notice will state that if the applicant does not respond in writing or in person within the given time, they will be considered as no longer interested in the apprenticeship training and their application will be withdrawn and placed in the dead file.
8. The applicant must keep the Apprenticeship Committee informed of their current address in writing.
9. There will be no discrimination in apprenticeship or employment during apprenticeship after selections have been made, including but not limited to, job assignment, lay-off, termination, rates of pay or other forms of compensation, or conditions of work. All apprentices employed shall be subject to the same job performance requirements.

B. Affirmative Action Plan:

1. Participation in annual workshop, if available, designed to familiarize all concerned with the apprenticeship system and current opportunities.
2. Cooperate with school boards, community colleges, and vocational schools to develop programs, which prepare students for entrance into apprenticeship.
3. Disseminate information, within shops or concerns, concerning equal opportunity policies of the program's Sponsor(s).

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4. To encourage establishment and use of pre-apprenticeship preparatory trade training and to provide that those who engage in such programs are given full and equal opportunity for admission into the apprenticeship program.
5. Use minority and women (minority and non-minority) journey-level workers and apprentices to promote the affirmative action program.
6. Grant credit for previous trade experience or trade-related courses for all applicants equally.
7. Engage in any other such action as stated above to ensure that recruitment selection, employment, and training of apprentices during apprenticeship shall be without discrimination because of race, color, religion, national origin or sex.
8. Selection from lists of qualified applicants for apprenticeship, in other than order of ranking, so as to reach women (minority and non-minority) or minorities.

4. **TERM OF APPRENTICESHIP:**

The term of apprenticeship shall be at least four (4) years or 8000 hours of reasonably continuous employment.

See Section 10, Administrative/Disciplinary Procedures.

5. **PROBATIONARY PERIOD:**

All apprentices shall be subject to a probationary period not to exceed the first 1600 hours of reasonably continuous employment.

6. **RATIO OF APPRENTICES TO JOURNEYMEN:**

The ratio of apprentices shall equal a minimum ratio of one (1) apprentice to four (4) Local #36 journey-level workers employed in each shop.

7. **WAGE PROGRESSION:**

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270(2)(c):

1st 2000 hours	50%	of journey-level workers rate of pay
2nd 2000 hours	60%	of journey-level workers rate of pay
3rd 2000 hours	75%	of journey-level workers rate of pay

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4th 2000 hours 85% of journey-level workers rate of pay

For clarification of the preceding: First, second, third, and fourth year is defined as to the rank or advancement of the apprentice and is not intended to mean the specific measure of time involved.

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8. WORK PROCESSES:

- A. To prevent accidents and to observe the state safety laws and orders of the Division of Industrial Safety applying to the industry, each employer will provide necessary safety training for each apprentice prior to the apprentice's use or operation of any equipment and to the performance on any job operation. This on-the-job training in safe practices will be supplemented in the related instruction.
- B. The employer will cooperate with the Apprenticeship Committee as appropriate in their function of providing for first-aid training of apprentices.
- C. The major work processes in which the apprentices will be trained will include preparation, alteration, application, erection, assembling, molding, spraying, pouring, mixing, hanging, adjusting, repairing, dismantling, removing, reconditioning, maintenance, finishing and/or weatherproofing of hot or cold surfaces with such materials as may be specified, when those materials are to be installed for the purpose of thermal insulation in voids or to create voids on either piping, fittings, valves, boilers, ducts, flues, tanks, vats, equipment or on any hot or cold surfaces for the purposes of thermal control or to be installed for sound control purposes on mechanical devices, equipment, piping, surfaces related in an integral way to the insulation of such mechanical devices, equipment and piping. This work also includes: the handling and distribution of thermal insulation materials on the jobsite. Although not necessarily in the order listed, the approximate hours, not necessarily continuous, to be spent on each area are as follows:

<u>Asbestos Worker:</u>	<u>D.O.T. #869.664-014</u>	<u>HOURS</u>
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Application of insulation materials and their finishes.

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|----|--------------------------------------------------------------------------------------------------------------------|------|
| 1. | Commercial..... | 1800 |
| | Plumbing-Heating-Air Conditioning (Ducts covering and linings including plenums) | |
| 2. | Industrial and Process Plant | 1600 |
| | Piping, vessels, equipment, etc. (Breeching, boilers, hoppers, pumps, storage tanks, etc.) | |
| 3. | High & Low Temperatures, Materials Identification and usage | 1200 |
| 4. | Ship and Marine Work..... | 1600 |
| | (Piping, equipment, intakes, exhausts, heat exchanges, conditioned air ducts, potable water, salt-water flushings) | |
| 5. | Prefabrication..... | 400 |

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(Fittings, heads, pads, thermal tapes, miters and layouts)

6. Asbestos Abatement.....1000

7. Handling & Distribution400

TOTAL HOURS: 8000

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subject related to this trade, as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approved training seminars
 - (X) A combination of home study and approved correspondence courses
 - () Technical college
 - (X) Community college
 - (X) Training trust
 - (X) Other (specify) Asbestos Certification Training, approved by the Washington State Department of Labor & Industries, shall be a requirement for Asbestos Worker Apprentices when training is supplied by the JATC or an agent thereof.
- C. Hours 144
- D. Satisfactory Progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures.)
- E. A monthly attendance and progress report to the Apprenticeship Committee shall be made by the instructor.
- F. Satisfactory progress must be maintained in related training classes. Satisfactory progress will be defined as the accumulation of all necessary related instruction hours, a passing grade of 70% or better of possible points on all tests or quizzes and all required assignments completed. Failure to maintain satisfactory progress, as defined above will result in one or more of the following disciplinary actions:
 - 1. Delay before advancement to the next wage progression;
 - 2. Citation for cause for failure to maintain satisfactory progress as outlined above.

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3. Additional hours of related instruction added to the term of apprenticeship.
 4. Cancellation of the apprenticeship agreement.
- G. The Apprenticeship Committee recommends that courses for asbestos workers be limited to those who are actually apprentices in the asbestos workers trade in accordance with these Standards.
- H. An examination of the apprentice shall be given each year by the Apprenticeship Committee to determine his/her eligibility to receive the scheduled increase in the rate of pay. In these examinations, consideration shall be given to school attendance, progress, and daily employment records of the apprentice.
- I. If any apprentice fails (defined as less than 70% of possible points) the same examination, excluding a year-end test or a journey-level exam, 3 times, given at intervals of not less than 7 days and not greater than 30 days, he/she will face cancellation of his/her apprenticeship. If any apprentice fails a year-end test or journey-level exam he/she will have an additional 72 hours of related supplemental instruction to complete, over a period of not less than 6 months, before he/she can qualify for a retake of that same and/or qualify for advancement to the next wage progression.
- J. The apprentice must notify the Apprenticeship Committee office in writing, within seven (7) calendar days, of any school absence stating the reason for absence. Failure to do so will result in an automatic unexcused absence. An unexcused absence will mean that a one calendar month extension will be added to the apprentice's next advancement after all other requirements have been met. When written communication is received from an apprentice in a timely manner as prescribed above concerning a school absence, the Apprenticeship Committee will examine the excuse at their next regular meeting to determine validity. If the excuse is found to be valid, a make-up class will be assigned and only that class will be considered a make-up. Make-up classes will be predetermined at the beginning of each school year not to exceed a maximum of two (2) per year. If the excuse examined is found to be invalid it will be considered unexcused and treated as such. More than one unexcused absence during a school year will be adequate reason for the Apprenticeship Committee to request the apprentice to appear before the Apprenticeship Committee for disciplinary action.
- K. Tardiness to class-related training will not be tolerated and apprentices may be called before the Apprenticeship Committee for cause.
- L. Any apprentice who is extended by the Apprenticeship Committee will be required to attend class-related instruction during the extension unless they have fulfilled their four-year requirement for class instruction.

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10. **ADMINISTRATIVE/DISCIPLINARY PROCEDURES:**

- A. To review the progress of each apprentice, all parties participating under the Standards may be asked for a report of each apprentice. Apprentices will be re/reviewed each month during their first year, quarterly during their second year, and every six months thereafter.
- B. Apprentices shall not be arbitrarily moved from one (1) employer to another unless it is to balance the ratio of journey-level worker to apprentices (4 to 1) without prior notification to the Apprenticeship Coordinator, or the Apprenticeship Committee if the Coordinator is not available.
- C. Each individual apprentice will be judged on his/her own merit.
- D. Apprentices are required to accept all dispatches for employment under the appropriate bargaining agreement covering such employment. If a dispatch is not accepted, the apprentice will be called before the Apprenticeship Committee, which may result in Apprenticeship Agreement cancellation.

Any apprentice employed by a signatory employer shall not voluntarily quit that employer. A violation of this Standard may result in apprenticeship agreement cancellation or a citation for cause.

- E. Each apprentice employed under these Standards is required to apply themselves with diligence and care to the various tasks assigned to them, to protect the property and interests of their employer in a proper manner, to respect and obey rules of the firm, and to conduct themselves at all times in a creditable manner, realizing that much time, money, and effort are expended in affording them the opportunity to become a skilled journey-level worker.
- F. Any apprentice called before the Apprenticeship Committee for cause and found in violation of the Standards will face possible cancellation of his/her apprenticeship.
- G. No apprentice enrolled in this program shall be eligible to sit as a member of the Apprenticeship Committee.
- H. Allowance may be made for time off due to illness, vacation, seasonal, and economic conditions affecting the availability of work and as otherwise noted under the work processes schedules. No consideration shall be given to extended periods of interruptions in the work experience for personal or artificial reasons.

Two thousand (2000) hours of work in a twelve-month continuous period shall be considered reasonably continuous employment. However, the Apprenticeship Committee may, by special considerations allow progress to the next year of

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advancement at the end of the apprentice's current twelve-month period if a minimum of 1600 hours of work have been accumulated within that period.

11. **COMPOSITION OF COMMITTEE AND ALTERNATES:**

The Southwest Washington Asbestos Workers Apprenticeship Committee shall be composed of three (3) members representing Western Insulation Contractors Association of the Western States and three (3) members representing International Association of Heat and Frost Insulators and Asbestos Workers Local No. 36, Portland, Oregon.

The Employer Representatives Shall Be:

Jay Dodson, Chairman
C/O PCI
13600 NE Clark Road
Vancouver, WA 98685

Mike Rogers
C/O PCI
13600 NE Clark Road
Vancouver, WA 98685

Bob Jeffries
C/O EJ Bartell Company
19039 NE Portal Way
Portland, OR 97230

The Employee Representatives Shall Be:

Mark Danielson, Secretary
1022 NE 160th
Portland, OR 97230

Tom Buoy
14125 Caufield Road
Oregon City, OR 97045

Mike Grier
21000 NW Quatama Road #121
Beaverton, OR 97006

12. **SUBCOMMITTEE:** None

13. **TRAINING DIRECTOR/COORDINATOR:**

Chuck Hanisch
OR/SW WA HFIAW JATC
11145 NE Sandy Blvd
Portland, OR 97220